



BILLING CODE: 3410-30-P

DEPARTMENT OF AGRICULTURE

Food and Nutrition Service

**Agency Information Collection Activities: Proposed Collection; Comment Request –
Determining Eligibility for Free and Reduced Price Meals and Free Milk**

AGENCY: Food and Nutrition Service, USDA.

ACTION: Notice.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995, this notice invites the general public and other public agencies to comment on this information collection. This is a revision of a currently approved collection for determining eligibility for free and reduced price meals and free milk as stated in 7 CFR part 245. These federal requirements affect eligibility under the National School Lunch Program, School Breakfast Program, and the Special Milk Program and are also applicable to the Child and Adult Care Food Program and the Summer Food Service Program when individual eligibility must be established. The current approval for the information collection burden associated with 7 CFR part 245 expires on April 30, 2016. The revisions being requested are primarily adjustments due to updating the number of respondents.

DATES: Written comments must be submitted by [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

ADDRESSES: Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions that were used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of collection of information on those who are to respond, including use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

Comments may be sent to: Sarah Smith-Holmes, Director of Program Monitoring and Operational Support Division, Child Nutrition Programs, Food and Nutrition Service, U.S. Department of Agriculture, 3101 Park Center Drive, Alexandria, Virginia 22302-1594. Comments will also be accepted through the Federal eRulemaking Portal. Go to <http://www.regulations.gov>, and follow the online instructions for submitting comments electronically. All responses to this notice will be summarized and included in the request for Office of Management and Budget (OMB) approval, and will become a matter of public record.

FOR FURTHER INFORMATION CONTACT: Sarah Smith-Holmes, Director of Program Monitoring and Operational Support Division; Sarah.Smith-Holmes@fns.usda.gov.

SUPPLEMENTARY INFORMATION:

Title: 7 CFR Part 245 - Determining Eligibility for Free and Reduced Price Meals and Free Milk in Schools

OMB Number: 0584-0026

Expiration Date: April 30, 2016

Type of Request: Revision of a currently approved collection

Abstract: The Food and Nutrition Service administers the National School Lunch Program, the School Breakfast Program, and the Special Milk Program as mandated by the Richard B. Russell National School Lunch Act (NSLA), as amended (42 U.S.C. 1751, et seq.), and the Child Nutrition Act of 1966, as amended (42 U.S.C. 1771, et seq.). Per 7 CFR part 245, schools participating in these meal and milk programs must make free and reduced price meals and free milk available to eligible children. This information collection obtains eligibility information for free and reduced price meals and free milk and also incorporates verification procedures as required to confirm eligibility. The Programs are administered at the State and local educational agency levels and operations include direct certification, the submission of household size and income applications for school meal/milk benefits, record maintenance, and public notification. The information collection burden associated with this revision is summarized in the chart below. The difference in burden is mainly due to updating the number of participating school food authorities and local educational agencies and the number of households having to submit an application. All of the reporting and recordkeeping requirements associated with this information collection are currently approved by the Office of Management and Budget and are in force. This is a revision of the currently approved information collection.

Affected Public: State Agencies, School Food Authorities, Schools, and Individuals/Households

Estimated Number of Respondents: 5,449,186 (56 SAs, 19,822 SFAs, 5,390,000 households)

Estimated Number of Responses per Respondent: 3.035

Estimated Total Annual Responses: 16,540,513

Estimated Hours per Response: 0.0580889

Estimated Total Annual Reporting Burden: 947,920

Estimated Total Annual Recordkeeping Burden: 5,958

Estimated Total Annual Public Disclosure Burden: 6,943

Estimated Total Annual Burden: 960,821

Current OMB Inventory for Part 245: 966,023

Difference (Burden Revisions Requested with this renewal): -5,202

Refer to the following table for estimated annual burden per each type of respondent:

(a) Affected Public	(b) Estimated No. Respondents	(c) Estimated No. Responses Per Respondent	(d) Estimated Total Annual Responses (b x c)	(e) Estimated Hours Per Response	(f) Estimated Total Annual Burden Hours (d x e)
Reporting					
State Agencies	56	5.018	281	0.637	179
School Food Authorities	19,600	557.247	10,922,050	0.025	274,741
Individuals / Households	5,390,000	1.03	5,551,000	0.121	673,000
Total Reporting Burden	5,409,656	3.045	16,473,331	0.058	947,920
Recordkeeping					
State Agencies	54	125.772	6,792	0.249	1,691
School Food Authorities	19,600	1.056	20,692	0.206	4,267
Total Recordkeeping Burden	19,654	1.398	27,484	0.217	5,958
Public Notification					
State Agencies	54	1	54	0.100	5
School Food Authorities	19,822	2	39,644	0.175	6,938
Total Recordkeeping Burden	19,876	2	39,698	0.17	6,943
Total Reporting, Recordkeeping and Public Disclosure					
Reporting	5,409,656	3.045	16,473,331	0.058	947,920
Recordkeeping	19,654	1.398	27,484	0.217	5,958
Public Disclosure	19,876	2	39,698	0.17	6,943
Total Reporting, Recordkeeping, and Public Disclosure Burden	5,449,186	----	16,540,513	----	960,821

Dated: December 29, 2015.

Audrey Rowe

Administrator

Food and Nutrition Service

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